

Minutes – HVHA Board Meeting

March 20, 2014 – 7:30 PM

St. Luke Lutheran Church – Cottage Grove, MN

Call to Order

- The meeting was called to order by President Steve Weber at 7:40 PM
- Attending:
 - o Board Members: Steve Weber, Russ Eigenheer, Brian Bluhm, Dana Frey, Rick Fryar and Dave Thiede
 - o ACC members: Helen Brosnahan
 - o Residents (other than Board and ACC members): Greg Oldenkamp
 - o Meeting agenda distributed by Steve, with no corrections or additions, agenda approved.

Residents Forum:

- Steve introduced resident homeowner Greg Oldenkamp to the rest of the Board and requested the Board vote to accept Greg as the new HVHA Board Secretary. Motion passed unanimously without discussion.
- No other resident forum issues discussed

Administrative Housekeeping -- Steve

- Board members
 - o With the acceptance of Greg as Secretary Steve updated the Board that 7 of 9 named Board positions have been filled, with Welcome/Communications and Social being the two as yet unfilled positions.
- Administrative Assistant
 - o A general discussion was held in regards to the former paid administrative assistant(s). No actionable items were brought up, broad discussion of finding a volunteer or making it part of one of the unfilled positions.
- Open Board positions
 - o Discussion was held regarding the interest of a resident, non-homeowner, for the Welcome/Communications position. The Board was not able to reach consensus on the issue of which document officially dictated whether or not a non-homeowner could official retain a Board position. It is believed that the Declarations override the by-laws, making it acceptable for this resident to take the position, but further review was deemed necessary.
 - o Action: Steve Weber will talk with the resident to discuss interest in the position.
- Annual Meeting
 - o General discussion was had regarding annual meeting, turnout and the dates of the meeting. Steve informed the Board that the annual meeting date is dictated by governing documents and as such is not moveable at this time. No further discussion or actionable items on this subject.

Secretary Report – Open (Steve)

- Meeting Minutes
 - o Filling in for the vacant position, Steve indicated that the HVHA minutes were now current up through December but not including the annual meeting in January.
 - o Action: Steve will work to get final minutes up to date, Greg will take over going forward.

Treasurer Report -- Dave

- Dues Collection
 - o Dave stated that dues collection will start in mid April and that they are due by May 1.

- Discussion was held regarding last year's invoice and that maybe there was too much other information included in addition to the invoice details.
- As determined at the annual meeting, dues will remain set at \$80.
- Action: Dave will send out a template invoice to the Board for approval prior to them being mailed out.
- General report
 - Account balances: Total funds of \$11,840.37 (\$9897.52 svgs and \$1942.85 chkg)
 - Outstanding GoDaddy refunds: Dave updated the Board on the status of two GoDaddy refunds that were issued to home owners. One refund was sent back to GoDaddy and Dave has secured that refund repayment. The second refund was deposited into a personal account of a home owner. Dave informed the Board that the individual has been notified and is expected to refund the monies due the association.
 - Discussion on Red's Lawn Service. Two payments are owing and the contract will be completed.
 - Motion made to approve Treasurer's report, motion passed.
 - Action: Dave will monitor the last GoDaddy refund repayment process.

ACC (Architectural Control Committee) -- Dana

- Requests / Actions
 - No requests since last meeting
- Violations
 - No violations reported
- General Status
 - The business trailer, which was a topic of previous violation discussions, has been moved.

Grounds Maintenance -- Brian

- Standard activities
 - General discussion regarding overall island maintenance,
- Issues needing attention:
 - With spring's arrival, a process will begin to identify which island trees will need removal.
- 2014 Contract bid process
 - Brian has sent out RFP's (request for proposals) to solicit bids for grounds keeping. Once the bids have been received Brian will forward the proposals to the Board members for review.
 - Action: Brian to provide the Board with grounds keeping proposals at or before next meeting.

Physical Property --Russ

- Mailbox surrounds
 - Nothing to report. Once snow thaws an inspection will be done and Russ will report back to the Board as to the extent of the winter damage.
 - Dave indicated that there was \$1,200 budgeted for surround repair in 2014.
 - Steve also brought up the issue but no action taken on the repainting of the mail boxes.
 - Monument on 73rd street can use another cleaning once weather warms up.
 - Action: Russ will make a report back to the board on status of the surrounds.

Website -- Rick

- Email program
 - Rick informed the Board that the websites email program isn't reliable as GoDaddy blocks emails and does not inform us if there are failures.
 - Rick will contact and inquire more with GoDaddy.
 - Discussion held on cloud access to a shared google drive that the Board can access and review. More on this once ACC requests start coming in. Steve asked Rick for a link.
 - Action: Rick to inquire with GoDaddy about our email process.

Welcome Wagon – Open

- No topics of discussion

Social Activities – Open (Steve)

- Garage Sale
 - o The garage sale weekend is 5/3. Discussion held and the Board agreed to support the sale by placing ads in local papers. Dave to handle this.
 - o General discussion about who has the signs, no resolution.
 - o Action : Dave to place ads in local paper
- Easter Egg Hunt
 - o Steve brought up that in prior years that HVHA sponsored a neighborhood Easter Egg Hunt. Steve put forth the question as to whether or not the HVHA should bring this activity back. After brief discussion and without Board support, no action taken on this item.

Home Sales - Dave

- No specific items discussed, just in general that several homes were for sale.

Old Business -- Steve

- Action Items open from prior meeting(s)
 - o Mail box surround posting policy – no discussion, still open
 - o Sprinkler system – no discussion
 - o Historical ACC and other Board correspondence – David believes he has all this and will pass on to Board Secretary (Greg).
 - o Clarify insurance coverage in force – Dana stated that she will contact our agent and invite him to our meeting to give an overview.

New Business -- Steve

- None

Next Meeting – Steve

- Scheduled – Thursday, April 10th – 7:00pm at St. Luke church

Adjourn

- Meeting was adjourned at 9:00 PM

Action Item summary:

- New action items as a result of 3/20 meeting
 - o New board member – Steve will contact person regarding Welcome position
 - o Annual meeting minutes – Steve will update or work with Greg to update
 - o Dues Statement – Dave will email the Board a template invoice prior to sending them out
 - o Grounds keeping bids – Brian will provide the Board with bids to review
 - o Insurance coverage – Dana will contact our agent and invite him to our next meeting
 - o Historical records – Dave will pass on to Greg
 - o Garage sale – Dave will place ads with local papers
 - o Website – Rick will contact GoDaddy about issues we have sending emails out thru website

